

Child Care Facilities Revolving Fund

Documents Required for Final Release of Funds

The Final Fund Release will be made after your architect has verified the final costs, and the project has been inspected and approved by the Division of the State Architect (DSA) or the local building department. CDE will release the remaining funds for this project after receiving all the documents listed below. Please note that all documents should be sent to CDE's School Facilities Planning Division. NOTE: You must submit both documents for each project.

Document Submittal Information		
Documents to Submit	Number of Copies	Send To
1. Architect's Certification of Final Costs Architect's certification of the final project cost (Attachment B-2). The final fund release will be based on this certification of the final cost of the project.	* Submit one copy of the attached form CCFRF-4 with original signature * Keep the original for your records	Gayle Eggleston School Facilities Planning Division California Department of Education 660 J Street, Suite 350 Sacramento, CA 95814
2. Relocatable Building Certification/Approval Letter "Certification and Close of File" letter from the Division of the State Architect regarding project completion and inspection (for relocatable buildings to be placed on property owned by school districts, county offices of education and community colleges) -- OR -- Approval of project and inspection letter from the local city or county building department (for relocatable buildings to be placed on property not subject to the jurisdiction of the Division of the State Architect)	* Submit one copy * Keep the original for your records	Gayle Eggleston School Facilities Planning Division California Department of Education 660 J Street, Suite 350 Sacramento, CA 95814